



HUMAN RESOURCES, PAYROLL DIVISION

914 Emmet Street · Charlottesville, VA 22903 · 434-982-0123 · FAX 434-924-6306 · askhr@virginia.edu

Acknowledgement and Statement

Pursuant to Treasury Regulation § 31.6402(a)-2 Regarding Overpayments to Employees

My salary was overpaid by the University of Virginia during prior calendar year _____. This form documents my understanding that I am entitled to receive a refund of FICA (Social Security and Medicare) taxes from the University of Virginia upon my repayment of the overpaid amount. I also understand that the gross amount that I am required to repay has been reduced by the amount of FICA taxes refunded to me.

Further, I certify that I have not and will not claim a refund or credit for this same amount of refunded FICA taxes from the IRS since I am already receiving that amount directly from the University of Virginia.

_____(Signature)

_____(Date)

_____(Employee ID Number)

Return to:

University of Virginia Human Resources/Payroll

914 Emmet Street

Charlottesville, Virginia 22904

Questions? Please contact: (434)982-0123

Fax form to (434)924-6306